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VACUUM INSULATION PANEL



GLOBAL ASSOCIATION

Vacuum Insulation Panel Association Board Conference Call Wednesday, 25 April 2018, 15:00 to 17:00 CET

Participants:

Gregor Erbenich, Porextherm, VIPA International President
Vladimir Pogač, Turvac, VIPA International Treasurer
Geert Houvenaghel, Microtherm
Roland Caps, va-Q-tec
Michel Chauvois, Rexor
Pascal Rousset, Rexor
Sebastian Baars, Vaku Isotherm
Christoph Tontrup, Evonik Industries
Thomas Heckard, C-Safe

Francesco Gattiglio, VIPA International Policy Officer
Raquel Ponte Costa, VIPA International Executive Director

Apologies:

Miaotian Sun, Qingdao Kerui New Environmental Materials Group
Gary Chalkley, Camvac
Uroš Cotelj, Knauf Insulation
Yoash Carmi, VIPA International Vice-President, Avery Dennison Hanita
Se-Won Yook, AIMT Corporation
YanQing Zhou, Hongda Suzhou V.I.P. New Material
Richard Burnley, Kingspan
Tony Scott, Kingspan

Agenda

1. Welcome

Raquel Ponte Costa opened the meeting and welcomed all participants. The participants were reminded of the anti-trust rules that have to be respected.

1.1 Approval of the agenda

The agenda was approved by all participants, without any additions.

1.2 Approval of the minutes of the meeting of 13 February 2018

Participants approved the minutes as a correct statement of the decisions and actions agreed on 13 February 2018 in Brussels.

1.3 Review of the action items of the previous meeting

Raquel Ponte Costa went through the actions of the previous meeting (see presentation in annexes) and reported on the status. On the case studies, Miaotian just sent a new case study. Sebastian Baars said he will send something soon. Michel Chauvois said he doesn't know whom to contact within Saint-Gobain. Gregor reminded he met with Johan Nijkam during IVIS in Paris. Raquel confirmed that Johan was very positive at

the time but never came back with the application form. About OCI Vladimir Pogač said they are not interested in joining VIPA. There were no other news on membership outreach from members. On the abstract for the Journal Energy and Buildings, Raquel reported that Francesco discussed this with Daniel Quénard. He said he had not received that many submissions yet and would therefore extend the deadline. Daniel also said the abstracts had to be scientific. A couple of companies mentioned the abstracts they submitted were not accepted because they were not considered scientific enough. Members discussed this and thought that most likely the VIPA abstract would also be disregarded and concluded that it was not worth the effort of submitting something to Daniel.

Decision:

Participants in the conference call decided that VIPA should not submit an abstract to the Journal Energy and Buildings.

On the questions of Turvac about the CEN standard, Roland Caps explained he clarified that with Tadej directly. The measurements are only necessary when it is required by the customers and only in relation to a specific application.

The remaining actions were completed and will be discussed during the agenda of the conference call.

2. Internal matters & financial update

2.1 Resignation of the BSH Group

Raquel informed that the BSH group resigned from membership. They were associate members (5000 EUR annual fee). Both BSH representatives changed department and were not able to convince their replacements of the value of membership. Raquel said she had a couple of calls with Frank Bailly and Jörg Stelzer to convince them to stay but it was enough.

Decision:

Participants in the call acknowledged the resignation of the BSH group.

2.2 Audit of 2017 annual accounts

Raquel explained that upon decision of the Board, the annual accounts of the association can be audited. This is foreseen in the articles of association but it has never taken place so far. Raquel explained that VIPA can either pay for an external auditor or one of the members can send an auditor to check the annual accounts at the VIPA office in Brussels. Members discussed this and decided it was not necessary because the volume of invoices is not that considerable.

Decision:

Participants in the call decided not to audit the 2017 annual accounts of VIPA.

2.3 Directors and officers insurance

Raquel mentioned that it is common practice for associations to have an insurance for directors and officers in case the association finds itself in a litigious situation. Raquel added that normally everyone is covered by its own company insurance. Kellen also has an insurance for all employees. The D&O insurance would be something additional. Members discussed that 800 EUR a year is not a very considerable sum but since everyone is covered by its own insurance there is not a real need for this additional expenditure.

Decision:

Participants in the call decided not to have a Directors and Officers insurance.

2.4 2018 budget: Q1 income and expenses

Raquel went through the financial update. She explained the accountant suggested using a new format where the funds not used in previous years are placed under reserve. In terms of income, Raquel explained that only 5 companies have paid the 2018 fees which is not too much and urged members to proceed with the payment as soon as possible. Members asked the secretariat to urgently send reminders.

Regarding expenses, Raquel explained everything is going according to plan. The annual invoice to the GSH was already paid as well as the first instalments of both the Creek study and the USP report.

Members had no questions about the finances but highlighted that it is necessary to increase the number of members companies to avoid using all the reserves.

3. 2018 activities

3.1 VIP market report: decision on parameters and questions to be asked

Raquel went through the document scope and methodology (see annexes). She reported she contacted all member companies asking for opinion on the document and also for their willingness to provide this information to USP via a NDA. The vast majority of the members already confirmed participation. Raquel mentioned that some non-European members have not yet responded. Kingspan could not be present in this call but emailed that they are not in favour of the study.

Decision:

All participants in the call approved the scope and methodology document and the questions to be asked to suppliers and producers.

Members discussed next steps specially the geographic scope. Raquel explained that now that the questions to be asked are decided she will contact non-members of the association to invite them to participate at the

report. In case there are not enough companies participating at the study from outside Europe, than USP will reduce the scope to the regions where there is information available. Raquel mentioned she expects this will have an impact on the overall budget of the study. She promised to keep the board informed about any changes in geographic scope and budget of the report.

Raquel informed she will ask legal counsel to review the questions and will connect with USP afterwards so they can start with the interviews.

Action:

Raquel to ask legal counsel to check the questions to be asked to suppliers and producers for the VIP market report.

3.2 Meetings in Vienna: programme and budget

Raquel presented the draft programme for the meetings in Vienna. The hotel is booked but the social event and dinner are still missing. The secretariat will send a few options for selection in the next weeks. Raquel urged members to proceed with registration and hotel bookings. The secretariat secured a number of rooms but not a huge number so members are encouraged to secure booking asap. About costs, the hotel costs are around 2,250 EUR. With the social event and dinner the total costs should not exceed the 6,000 EUR.

With regards to the conference with invited speakers, Raquel showed the provisional programme and the suggestions of speakers suggested by the Vienna event Task Force. Members approved what was recommended by the Task Force. The Buildings Performance Institute asked for a fee of 950 EUR to speak at the event. After discussion participants in the meeting felt that it would be good to have a BPIE presentation. One member suggested inviting the Passive House Institute.

Decision:

Members attending the call approved the provisional budgets and programmes for the events in Vienna in September.

Regarding event costs, Raquel said that the Task Force looked at the price of simultaneous interpretation English–German. A couple of speakers contacted mentioned they would be more comfortable speaking in German. In addition, the conference is taking place in Austria and if there are many people from the construction sector attending it could also be useful to offer interpretation. Members discussed this and decided to take a decision closer to the date of the event once there is more information about the number and the country of the people attending the event. Raquel said that the first company contacted asked for 4000 EUR for interpretation but a second company offered 3000 EUR.

Actions:

- Raquel to confirm to the BPIE that VIPA will pay the 950 EUR (plus expenses) to the speaker.
- Raquel to invite the Passive House Institute to speak at the event.
- All members to make publicity of the event and to invite people to attend it.
- Decision on the simultaneous interpretation to be taken closer to the date of the event and depending on the number of people attending.

3.3 Avery Dennison Hanita Study Proposal: extension of the study on the development of an advanced technique for measuring the effect of moisture content on the thermal conductivity of VIPs (9 months, 12,500 EUR)

Raquel explained that this study was discussed in Paris last September. At the time members felt there was not enough explanation on why the Technical Working Group recommended financing this study. The Technical WG re-discussed the study early this year and confirmed the value of it. However questions were raised about the methodology for the collection of samples. Raquel suggested discussing this topic when Yoash Carmi is present.

3.4 Strategies to promote VIPs: video

Francesco reported that the secretariat contacted four companies to have quotes to develop a video for the promotion of VIPs and VIPA. The video will cover all VIPs applications, with particular emphasis on buildings, and will target users, policy makers and stakeholders.

The different offers were discussed by participants and all agreed that the offer of Painting Pixels (EUR 4,900) is the most interesting. It would be good to have the video before the Vienna Conference, so that it can be used for promotion and can be shown to open the conference. Participants also discussed the opportunity to finance this video this year, taking into account that the market study will represent a relevant investment and it would be good to keep some reserves. Participants agreed to put the video on hold and to wait until USP provides a final quote for the development of the market study.

Decision:

Members attending the call approved the quote of Painting Pixels for the realization of the video. The video will be put on hold until USP provides a final quote for the development of the market study.

3.5 Other Working Group activities

On the Technical WG Raquel reported that the secretariat sent the application for a liaison status within the ISO TC163 SC3 WG11. Hans-Frieder Eberhardt will be VIPA's main representative and Yoash Carmi his alternate. ISO has not yet confirmed if VIPA's application was approved.

The ballot ISO/CD16478 was not approved. Raquel thanked the members that used the VIPA letter and contacted their respective ISO mirror committee. The ISO TC163 SC3 WG11 will now produce a new draft taking into accounts the comments received on the ballot ISO/CD16478.

On the European side, the EN17140 will be published in June this year. On the Chinese side, there is a meeting going on at the moment in Changzhou hosted by a previous member of VIPA, Sanyou Dior. Raquel said she hopes to receive information about this meeting since VIPA already provided a lot of information to the Chinese standardisation group and to the Nanjing Fiberglass Institute.

On the Creek Kerui study, the first draft report will be discussed in September in Vienna.

Francesco presented some statistics on accesses to VIPA website and to the single case studies. The website had a drop in users and accesses after 2015, and Francesco highlighted that fresh content is needed to ensure higher number of accesses to the website. The translation of the website in Chinese Mandarin does not seem to have had an impact on accesses from China, which was quite disappointing considering the resources invested both in the translation as well as on securing a Chinese website domain. Participants asked to have some data on the geographical origin of the users. The secretariat will provide this data in view of the next Board meeting.

Francesco also mentioned that the PA&PR WG has identified some events suitable for a media partnership – in particular, the secretariat has already contacted IEX Berlin, taking place on 16-17 May. Participants also suggested to include Batimat, taking place in Paris on November 2019.

Action:

Secretariat to gather data on the geographical origin of users of VIPA website.

4. Any other Business

Under AoB, Raquel mentioned that Kellen will move offices on 1 July to 188a Avenue de Tervueren, 1150 Brussels. The move will take place during the weekend so there won't be any interference with VIPA's phone line and email. The secretariat will inform all suppliers of the new address and update the Transparency Register entry. The changes to the bylaws (new address) will be voted during the General Assembly in Vienna.

4.1 Schedule of meetings for 2018

The date of the next conference call will be discussed via email.

No other item was discussed.

The conference call finished at 17:20.
